

15 February 1960

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MEMORANDUM FOR:

SUBJECT : Special Investigation of the Agency
Courier System

1. This is in confirmation of our oral discussion on the request made by the Director that we conduct a thorough review and investigation of the Agency courier system. As you know, the Director's request was stimulated by a Security Office report that one of the Agency couriers is suspected of handling dope and stolen goods.

2. In this investigation I would suggest that you not only examine the practices and procedures of the courier centrally controlled by the Office of Logistics, but also all other individuals used for courier purposes inasmuch as many of the components retain individual couriers, although they are not always identified as such on the Table of Organization. Not to be ignored, of course, is the Agency practice of using secretaries and officers to hand-carry reports. I believe you should take particular note of the current practices in the Agency for identifying individuals who come to pick up classified documents as well as the follow-up that is made, if any, to insure that the document is delivered to the proper recipient.

3. It is my opinion that among the corrective measures required are a centralized control of couriers, a scheduled system of deliveries, and a tighter registry, both with the sender and receiver of classified documents. I do not believe that corrective measures should be put off simply because we are anticipating a move into the new building sometime in the next two years. Please keep me advised of the progress of this inspection.

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Wymen B. Kirkpatrick
Inspector General